

**MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
CERTIFICATION REQUIREMENTS FOR  
VOCATIONAL STUDENT SERVICES**

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**POSTSECONDARY VOCATIONAL COUNSELOR – POSTSECONDARY AND ADULT**

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**I. PROFESSIONAL REQUIREMENTS:**

A postsecondary vocational counselor certificate, valid for a period of five (5) years from the effective date on the certificate, will be issued to those persons meeting the following requirements:

- A.** The applicant must have secured a teaching position in their area of professional/technical preparation and/or training and the employing school district or postsecondary institution must request and endorse certification and/or renewal for the applicant;
- B.** A minimum of two (2) years of full-time teaching and/or counseling experience; and
- C.** Completion of a minimum of a master's degree from an accredited institution in one (1) of the following areas: School Counseling, Rehabilitation Counseling, or Educational and Counseling Psychology.

**II. RENEWAL OF CERTIFICATE:**

Requirements for Renewal of Certificate: A postsecondary vocational counselor certificate may be issued for ten (10) years, and may be renewed (unlimited renewals) by those persons meeting the following requirements:

- A.** The applicant must have secured a teaching position in their area of professional/technical preparation and/or training and the employing school district or postsecondary institution must request and endorse certification and/or renewal for the applicant;
- B.** Two (2) years experience in counseling at the postsecondary level during the previous five (5) years;
- C.** Successful completion of a course in vocational education; if not taken as part of the master's program;
- D.** Confirmed attendance at eight (8) vocational education meetings; and
- E.** Completion of one (1) of the two (2) following requirements:
  - 1.** At least eight (8) professional workshops/seminars totaling fifteen (15) clock hours and appropriate for Postsecondary counselors servicing individuals enrolled in vocational education; or
  - 2.** Completion of graduate level college course work of at least six (6) semester hours in areas appropriate for postsecondary counselors.

**NOTE:** This certificate cannot be used in an elementary or secondary school, or in a vocational school serving secondary students. This certificate is not meant to take the place of the regular Missouri Counselor certificate and cannot be used to meet the standards set by the Missouri School Improvement Program.